

NEBRASKA INFORMATION TECHNOLOGY COMMISSION

Thursday, June 3, 2004, 12:15 p.m.
Central Community College-Columbus Campus
West Education Center, Room 209
4500 63rd Street
Columbus, Nebraska

AGENDA

Meeting Documents:

Click the links in the agenda or [click here](#) for all documents (XX MB)

- 12:15 p.m. Call to Order and Roll Call - Lt. Governor Heineman
Notice of Meeting
Approval of March 9, 2004 Minutes*
Public Comment
- 12:30 p.m. Presentations
1. Central Community College -- IT Initiative, Dr. Matt Gotschal, Dean of Educational Services
 2. Wayne State College -- Community Wireless Project, Dennis Linster
- 1:00 p.m. Update on Major Initiatives
- A. Telecommunications Infrastructure
 1. Network Nebraska - Brenda Decker
 2. [Nebraska Telehealth Network](#) - Steve Schafer
 3. Video Standards Work Group - Mike Beach
 - B. Community and Economic Development
 1. Status Report on Mini-Planning Grants
 - C. Delivery of Government and Educational Services
 1. [eGovernment Initiatives](#) - Steve Schafer
 2. eLearning Initiative - Tom Rolfes
 - D. Planning and Accountability
 1. Security Initiatives - Steve Schafer
- 1:45 p.m. Statewide Technology Plan
- A. **Approve the 2004 Statewide Technology Plan***
 - B. [Progress Report](#)
- 2:00 p.m. Other Reports from the Councils, Technical Panel and Staff
- A. Community Council Report
 1. **Membership Nomination***
 2. **Community Technology Fund*** - Recommendation for Third Round of Mini-grant I.T. Planning Grant
 - B. Education Council
 1. **Membership***
 - C. State Government Council Report
 - D. Technical Panel - Walter Weir
 1. Recommended Standards and Guidelines - **E-mail Standard for State Government Agencies***
- 2:45 p.m. Other Business
- 3:00 p.m. Adjournment
- Next meeting will be held on Thursday, September 9, 2004, 1:00 p.m. Location to be determined

(Bolded * indicated Action Items.)

Meeting notice was posted to the NITC Web site on Wednesday, March 18, 2004 and on the Public Meeting Calendar Web site on Wednesday, May 26, 2004.

The meeting agenda was posted to the NITC and Public Meeting Calendar Web sites on Thursday, May 27, 2004.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION

Tuesday, March 9, 2004, 1:00 p.m.

Videoconference Sites:

Lincoln Executive Building, 521 South 14th Street, Room 103, Lincoln, Nebraska

Panhandle Station-Great Plains Room, 4502 Avenue I, Scottsbluff, Nebraska

Kearney Public Library-Media Center, 2nd Floor, 2010 1st Avenue, Kearney, Nebraska

PROPOSED MINUTES

MEMBERS PRESENT:

Lieutenant Governor Dave Heineman, Chair

Linda Aerni, Chief Executive Officer, Community Internet Systems

Dr. Eric Brown, Manager, KRVN Radio

L. Merill Bryan, Senior Vice President & Chief Information Officer, Union Pacific

Dr. Doug Christensen, Commissioner, Department of Education

Hod Kosman, Chairman and President, Platte Valley Financial Services Companies

Trev Peterson, Attorney, Knudsen, Berkheimer, Richardson, and Endacott, LLP

Dr. L. Dennis Smith, President, University of Nebraska

MEMBERS ABSENT: Greg Adams, Mayor, City of York

CALL TO ORDER, ROLL CALL, NOTICE OF PUBLIC MEETING

Lieutenant Governor Heineman called the meeting to order at 1:05 p.m. There were seven members present at the time of roll call. A quorum existed to conduct official business. It was stated that the meeting notice was posted to the NITC and Public Calendar Websites on February 6, 2004. The meeting agenda was posted to the NITC website on February 27, 2004.

APPROVAL OF NOVEMBER MINUTES

Commissioner Smith moved to approve the [November 13, 2003](#) minutes as presented. Commissioner Peterson seconded the motion. Roll call vote: Brown-Yes, Bryan-Yes, Christensen-Yes, Heineman-Yes, Kosman-Yes, Peterson-Yes, and Smith-Yes. Results: 7-Yes, 0-No. The motion was carried by unanimous vote.

PUBLIC COMMENT

Lieutenant Governor Heineman presented Commissioner Kosman with an appreciation award for his contributions as a commissioner on the Nebraska Information Technology Commission, April 1998 to April 2004. Other Commissioners were invited to give remarks.

UPDATE ON MAJOR INITIATIVES - TELECOMMUNICATIONS

Network Nebraska Phase II - Walter Weir, University of Nebraska. The Collaborative Aggregation Partnership group has been working with the Nebraska Hospital Association to implement the telehealth network. Firewalls have been a problem with some of the remaining connections. Education Service Units are very interested in Internet2 and they are exploring grant-funding and provider options for SEGP application traffic and routing. The installation of fiber between the University of Nebraska and state is almost completed. This will permit collaboration between the University of Nebraska and IMServices for disaster recovery. The State of Iowa is interested in connecting to Network Nebraska. Lincoln Public Schools will be buying services from Network Nebraska in August. Mr. Weir thanked everyone who has worked on Network Nebraska. Questions and comments were entertained.

Sponsored Education Group Participation - Tom Rolfes, Education Information Technology Manager. There are currently over 9,000 educational institutions that are part of the SEGP. Thirty-two of those states have statewide educational networks. Nebraska will make the 33rd state. Part of the application process is to designate three K-20 representatives to serve on their Advisory Council. The Education Council has designated the following persons to represent Nebraska: Eddie Elfers, Higher Education; Woody Ziegler and John Stritt, K-12; Pam Holley Wilcox and Terry Dugas, K-20. Nebraska's Internet2 traffic will flow through the University of Nebraska. Leadership will be needed to encourage usage of Internet2. The University of Nebraska has agreed to pay for the first year of SEGP membership costs beginning July 1, 2004 to June 30, 2005. Beginning July 1, 2005, the \$36,000 per year rate will need to be paid by the participating institutions. Transport costs are eligible for E-rate but not the membership fee. Questions and comments were entertained.

Ms. Aerni arrived at 1:24 p.m.

Video Standards Work Group - Mike Beach, Assistant General Manager and Director of Technology, NETC. A brief history of

the work group was provided for new Commissioners. The video standard that was approved two years ago is up for review. An additional protocol and criteria has been added for the review. The actual review the whole process should not take as long as the first time and should take approximately sixty days. The Work Group and its membership have been established and approved by the Technical Panel. A recommendation should be ready for approval by the NITC for the June meeting. Questions and comments were entertained.

Discussion followed regarding the legal aspects of using videoconferencing for public meetings. Commissioners Kosman and Aerni expressed concerns regarding travel time and cost to the state. Commissioner Peterson stated that the Real Estate Commission is proposing legislation that is on General File that would allow utilizing videoconferencing for public meetings. Opponents of videoconferencing believe that official meetings should be conducted with everyone in the same room. The Chair and other Commissioners acknowledged that this is an issue, not just for the NITC, but for other state agencies, as well. Communication efforts with legal counsel and policy makers will continue.

UPDATE ON MAJOR INITIATIVES – COMMUNITY AND ECONOMIC DEVELOPMENT

[Status Report on Mini-planning Grants](#) - Anne Byers, Community Information Technology Manager. Ms. Byers highlighted events occurring in the eight communities participating in the IT Planning and Mini-grant Program Year 1: Edgar, Crawford, Broken Bow, Alliance, Brown/Rock/Keya Paha Counties, York, West Point, and Fillmore. Seven of the eight communities have completed their technology plans. Participants are now working on implementing their plans. Program Year 2 participants have been conducting community assessments: Ord, Maskell, Homer, Dakota City, Lexington, Hastings, and Seward (soon to be joining). Other topics included in the report were the Tri-State Video Conference, the TANgents newsletter, E-commerce coordination, and publicizing the IT Planning and Mini-Grant Program efforts. Questions and comments were entertained. (Click on link above for more detailed information.)

UPDATE ON MAJOR INITIATIVES – DELIVERY OF GOVERNMENT AND EDUCATIONAL SERVICES

[eGovernment Initiatives](#) – Steve Schafer, Chief Information Officer. Highlights covered in the report included: forms automation is moving forward; some interactive applications have been completed and others are in progress or being planned; and the Public Meeting Calendar now has a “nebAnnounce” feature that alerts users when public meetings are entered, updated or deleted. A press release is being planned to announce this new feature. Future enhancements being planned for 2004 and 2005 (subject to approval by the State Records Board): strategy for interactive applications for all professional licenses; address change utility; integrating business registration functions of different agencies; Motor Carrier Services Portal (similar to www.TruckingKS.org); local portal/services integration; improved search capabilities; and monitoring other states for applications that can be implemented in Nebraska. Questions and comments were entertained. (Click on link above for more detailed information.)

[State Technology Spending Overview](#) – Steve Schafer. The report is the initial effort in collecting information on IT spending for the state. Reports were generated from NIS (Nebraska Information System). Reports are still being developed for reporting I.T. salary expenses. For future reports, determination of I.T. spending per project or “activity based” spending may be considered rather than by agency. Questions and comments were entertained.

UPDATE ON MAJOR INITIATIVES – PLANNING AND ACCOUNTABILITY

[Agency Comprehensive Planning](#) – Steve Schafer. The State Government Council and the Technical Panel have reviewed and accepted the form and process for final approval by the NITC.

[Security Initiatives](#) – Steve Schafer. The Security Work Group has been meeting regularly. In March, Omni Tech will repeat Phase II of the 2003 Study to confirm that previous vulnerabilities have been eliminated and to identify any new ones. A grant from the Nebraska Emergency Management Agency will focus on business continuity for core DAS functions that support other agencies. An RFP has been released to hire a consultant. (Click on link above for more detailed information.)

STATEWIDE TECHNOLOGY PLAN

Steve Schafer, Chief Information Officer

Every 2 years, the biennial budget process requires the NITC to prioritize budget I.T. requests. The NITC has requested a more proactive role. The following are [Proposed Changes to Policies and Practices for Guiding Investments](#):

1. Statewide Technology Plan - Add a new section to the Statewide Technology Plan that lists a small number of initiatives (6 to 9) that the NITC may actively promote for the ensuing 1 to 3 years.
2. Agency Comprehensive Information Technology Plan - A new section would give agencies the opportunity to describe current and proposed efforts that relate to one or more of the projects on the list of strategic initiatives in the Statewide Technology Plan.
3. Project Proposal Forms and Technical Reviews. No changes in the project proposal form or technical reviews are

needed.

4. Gap Analysis for Strategic Initiatives. NITC staff would analyze budget requests and project proposals in terms of their impact on the list of strategic initiatives.
5. NITC Recommendations on Technology Investments. The report from the NITC to the Governor and Legislature would include both the list of prioritized projects and the gap analysis regarding strategic initiatives. The NITC would also have the opportunity to develop recommendations regarding those initiatives.

Adoption of the 2004 Statewide Technology Plan is planned for the June meeting. The list of [Strategic Initiatives](#) for inclusion in the Statewide Technology Plan had been shared with the Commissioners prior to the meeting for their review. Lieutenant Governor Heineman recommended that the Statewide Wireless Public Safety Communications System Initiative be put on hold until June so that the project can explore funding options.

Commissioner Smith moved to adopt the list of Strategic Initiatives, excluding the Statewide Wireless Safety initiative, for inclusion in the Statewide Technology Plan. Commissioner Bryan seconded the motion. Roll call vote: Smith-Yes, Peterson-Yes, Kosman-Yes, Heineman-Yes, Christensen-Yes, Bryan-Yes, Brown-Yes, and Aerni-Yes. Results: 8-Yes, 0-No. The motion was carried by unanimous vote.

As an information item, an [update on Action Items](#) of the 2003 Statewide Technology Plan had been sent to the Commissioners prior to the meeting.

OTHER REPORTS

Community Council – Anne Byers

Membership Nomination. The Rural Development Commission has had a representative serve on the Community Council. At their last meeting, the council approved the nomination of Lisa A. Dominisse, current Director of Rural Development for the Department of Economic Development.

Commissioner Peterson moved to approve the nomination of [Lisa A. Dominisse](#) as a new Community Council member. Commissioner Aerni seconded the motion. Roll call vote: Aerni-Yes, Smith-Yes, Peterson-Yes, Brown-Yes, Kosman-Yes, Bryan-Yes, Heineman-Yes, and Christensen-Yes. Results: 8-Yes, 0-No. The motion was carried by unanimous vote.

Education Council – Tom Rolfes

The council's activities had been covered earlier in the Update on Major Initiatives - Network Nebraska, Video Synchronous Standards and SEGP. The Education Council would like feedback from the Commissioners on eLearning and other initiatives proposed per their action items. Lieutenant Governor Heineman acknowledged and expressed appreciation for the Council's work.

State Government Council

[Email Work Group](#) - Rick Becker, Government Information Technology Manager. The work group's report identified six goals:

1. Provide for secure e-mail communications within state government.
2. Provide for regular, server-based backup of all state government e-mail, and assure that business recovery is possible.
3. Allow for gateway-based blocking of viruses and Spam.
4. Provide a unified e-mail directory for all state employees that provides information about the security of sending intra-agency e-mail communications.
5. Revise the standard to only include vendor-supported software.
6. Provide a low cost e-mail alternative.

The next steps will be to establish the standards and guidelines to be reviewed by the NITC for action at the June meeting. (Click on link above for more detailed information.)

[Enterprise Architecture](#) – Steve Schafer. The State Government Council has agreed to move forward with this endeavor. It is a huge effort but it is an opportunity for agencies to address potential enterprise aspects on projects currently being undertaken. NASCIO will be assisting. (Click on link above for more detailed information.)

Technical Panel - Walter Weir, Chair

Lori McClurg, Director of the Department of Administrative Services, and Mr. Weir presented the recommended “Standards and Guidelines for Acceptable Use Policy – State Communications Network” for the NITC’s approval. The major change is in determining essential personal business. Commissioners indicated that Instant Messaging and signatures were not addressed in the document. (Click on link below for more detailed information.)

Commissioner Christensen moved to approve [Standards/Guidelines: Acceptable Use Policy – State Communications Network](#). Commissioner Peterson seconded the motion. Roll call vote: Christensen-Yes, Heineman-Yes, Bryan-Yes, Kosman-Yes, Brown-Yes, Peterson-Yes, Smith-Yes, and Aerni-Yes. Results: 8-Yes, 0-No. The motion was carried by unanimous vote.

Technical Panel member, Kirk Langer, has been promoted to Director of Technology for Lincoln Public Schools. Since the last NITC meeting, the Technical Panel approved the Proposed Changes to Policies and Practices for Guiding Investments in Information Technology, Accessibility of Information Technology Work Group Charter, the revised agency I.T. form, and membership of the Statewide Synchronous Video Network Work Group. Other items covered but no action taken by the Technical Panel included the following: review of the results of a VoIP test conducted in Kearney; and an update on DENC (Distance Education Network Completion) Grant.

OTHER BUSINESS

Lieutenant Governor Heineman announced that a press conference is being planned to update the media on Network Nebraska and the statewide telecommunications backbone. The tentative date is March 29th, 9:30 a.m. to be held possibly at the Peter Kiewit Institute, University of Nebraska-Omaha campus. Commissioners were invited.

NEXT MEETING AND ADJOURNMENT

The next meeting of the Nebraska Information Technology Commission is scheduled for June 3, 2004, 1 p.m. The locations will be announced at a later time.

Commissioner Smith moved to adjourn the meeting. Commissioner Peterson seconded. All were in favor. The motion was carried by voice vote.

The meeting was adjourned at 3:35 p.m.

Meeting minutes were taken by Lori Lopez Urdiales and reviewed by staff of the Office of the CIO/NITC.

Nebraska Statewide Telehealth Network

Update to the Nebraska Information Technology Commission Meeting

June 3, 2004

Prepared by Dave Glover, Telehealth Consultant for the Nebraska Hospital Association

The following is an update regarding the activities of the Nebraska Statewide Telehealth Network (the Network).

I have broken down the update into the following sections:

- 1) Overall status of the Network
- 2) Equipment
- 3) Connectivity (statewide backbone)
- 4) Technical Issues
- 5) Funding
- 6) Security and Confidentiality
- 7) Assessment and Evaluation

1. Overall status of the Network

We have made some significant advances in moving toward the implementation of the initial phase of the Network. We are now at the stage of putting in place the equipment, technical connections and statewide backbone for the Network. In addition we have made some significant progress in identifying the reimbursement and funding needs and sources for the Network. We are targeting this summer to actually put into place the necessary connections to allow us to have the overall system in place and functioning.

2. Equipment

Our initial focus was on the endpoint equipment for the hospitals throughout the Network. In order to assess the status of equipment, we performed a survey of all hospitals throughout the State. In that survey we identified that roughly 1/3 of the hospitals had appropriate equipment, 1/3 were in line to obtain equipment through a grant program or other source, and 1/3 had no source for equipment. We have been working with the Nebraska Health and Human Service Department, specifically the Bioterrorism section, to identify funding sources for those remaining hospitals. The listing of hospitals that either had no equipment or had equipment in need of updating has been submitted to NHHSS for their consideration. We are hopeful and anticipating that they will be able to provide the monies to equip the identified hospitals. In addition to the actual video conferencing equipment, we have been working to identify the additional needs of the endpoint hospitals for upgraded routers and firewalls within their institutions. In working with the Nebraska Public Service Commission, we have proposed that if that equipment can be provided as a service by the communications carrier serving the hospital, that the cost would be a part of the support by the NPSC. We are awaiting the final decision by the Commission on this issue. However, we are hopeful of their approval. We have also identified the necessary routers and other equipment necessary for the Network's statewide backbone to operate efficiently.

3. Connectivity

The Network is proposing to connect through a series of hub sites and is anticipating the ability to purchase at the same tariff rate as the State of Nebraska in its backbone. We have been greatly aided by the efforts of Steve Schafer, Nebraska Chief Information Officer; Brenda Decker, Director of the Division of Communications; and Gene Hand, Director of Communications for the Nebraska Public Service Commission; in meeting with various telephone companies and others to help make that purchasing possible. The hubsites that have been identified at this time include:

- Regional West Medical Center, Scottsbluff
- Great Plains Regional Medical Center, North Platte
- Good Samaritan Health System, Kearney
- St. Francis Medical Center, Grand Island
- St. Elizabeth Regional Medical Center, Lincoln
- BryanLGH Medical Center, Lincoln
- The University of Nebraska Medical Center, Omaha

I have attached a copy of the proposed map of connectivity. However, I would caution that it is a proposed map and certain changes in connection will continue to take place. As you will note the connectivity will include both telephone carriers and fiber. We are anticipating that we will be using various sizes of transmission capability as we begin the network.

4. Technical Issues

A brief summary of the technical decisions and issues would include:

- The network will be a private, IP-based network and will adhere to the State video and audio standards as they are revisited and potentially revised.
- Polycom endpoint equipment is being used as the standard although other types do exist currently.
- Specifications for upgraded routers at the endpoint hospitals have been developed and are being approved to provide some continuity in the State.
- Specifications for firewall applications are also being reviewed to provide continuity.
- A review of the GateKeeper product is being undertaken to determine its appropriateness within the Network.
- A review of various scheduling software possibilities has begun and will have additional demonstrations in June.

A Network Operations Team has been agreed upon by the Hub site hospitals and will contain representation from the technical staffs of each of the Hub hospitals. The team will be used to determine standards, monitor network usage and manage change in the Network. The Network will not involve Internet services.

5. Funding

Significant interaction has taken place with the Universal Services Administrative Company (USAC) which oversees the Federal Universal Services Fund (FUSF). Changes in their support levels (effective on July 1, 2004) will do the following:

- Allow for support on individual T-1 lines down to the level of \$250 per month, in other words, the endpoint hospitals will only have to pay \$250 of the cost of T-1 line transmission costs on eligible lines.
- Beginning on July 1, 2004, rural hospitals will also be eligible for having up to 25% of their Internet costs covered

In addition, it has been determined that the FUSF will also pay the majority of any Federal Universal Service Fund fees (currently at approximately 8.75% of the cost of transmission per line) and/or the State Universal Service Fund fees (currently at 6.9% of the cost of transmission per line). This is not a new item, however it has not been something that has been taken advantage of in the State of Nebraska.

The Nebraska Hospital Association is assisting hospitals in filing for this support in a format that has been approved by the USAC office in Washington, D.C. A template has been developed and a technical support group has been developed. In addition, the various hospital networks are working with the rural hospitals in the ordering and installation of the T-1 lines throughout the State.

The Nebraska Public Service Commission staff, particularly Gene Hand and Jeff Pursley, have been extremely helpful in developing a methodology for the identification of costs eligible for funding. The proposal to be submitted for final approval would include a retroactive support for 2003-2004 for those already providing telehealth services, would clarify the eligible hospitals to include all hospitals in the State that are outside of the metro areas and the hub site hospitals. In addition, the proposal to the NPSC would include the coverage of services by the certified carriers such as endpoint routers and firewalls as well as routers serving some of the hub sites. It is anticipated that the actual costs to the NPSC will be less than those budgeted. The anticipated costs and methodologies for these costs have been reviewed and are now being finalized. It is anticipated that the final costs to the endpoint hospitals will not exceed \$200 per month per site for a single line. The issue of multiple lines past the retroactive year is still being reviewed.

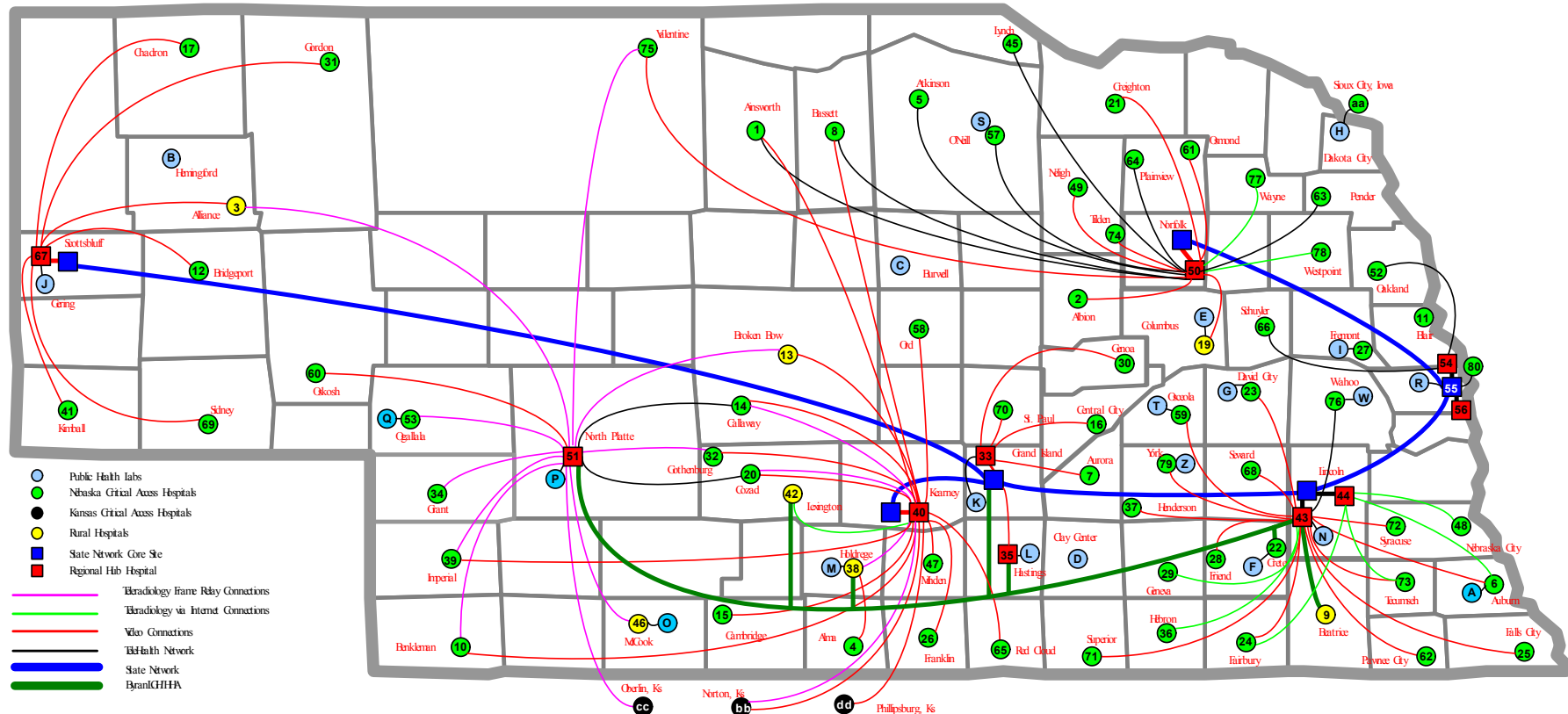
6. Security and Confidentiality

The issues of security for the Network and confidentiality with regard to the use of the Network are also being addressed. Security concerns have prompted the review of firewall technology throughout the users and is an important aspect of having a Network that is practical and secure. A Subcommittee has been formed that is developing the recommendations to address HIPPA and other confidentiality issues.

7. Assessment and Evaluation

The Assessment and Evaluation Subcommittee has developed the process for assessing the Network and its use. Their recommendations have been shared with the NPSC and input from that group has already been incorporated. The issue of measurement of the Network is being finalized through interaction with the Technical Subcommittee.

Nebraska Hospital Network



Nebraska Hospitals

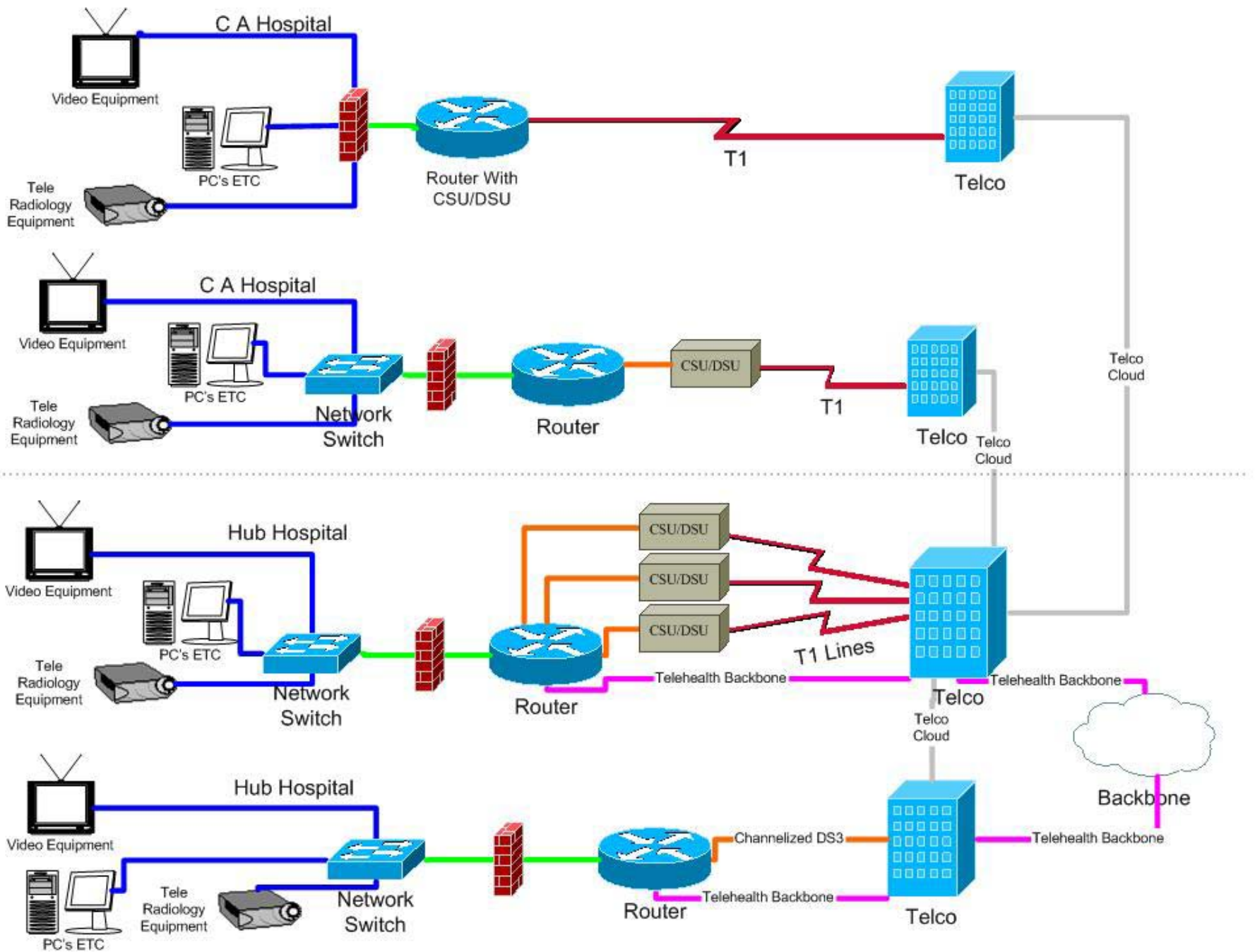
1. Ainsworth	Brown County	28. Friend	Warren Memorial	55. Omaha	University of Nebraska Medical Ctr
2. Albion	Boone County	29. Geneva	Fillmore County	56. Omaha	Alegant Health Immanuel
3. Alliance	Box Butte General	30. Genoa	Genoa Community	57. O'Neill	Avera St. Anthony's
4. Alma	Harlan County	31. Gordon	Gordon Memorial	58. Ord	Valley County
5. Atkinson	West Holt	32. Gothenberg	Gothenberg Memorial	59. Osceola	Annie Jeffrey
6. Auburn	Nemaha County	33. Grand Island	St. Francis Medical Center	60. Oskosh	Garden County
7. Aurora	Memorial	34. Grant	Perkins County	61. Osmond	Osmond General
8. Bassett	Rock County	35. Hastings	Mary Lanning Memorial	62. Pawnee City	Pawnee County
9. Beatrice	Beatrice Community	36. Hebron	Thayer County	63. Pender	Pender Community
10. Benkelman	Dundy County	37. Henderson	Henderson Health Services	64. Plainview	Plainview Public
11. Blair	Memorial Community	38. Holdrege	Phelps Memorial	65. Red Cloud	Webster County
12. Bridgeport	Morrill County	39. Imperial	Chase County	66. Schuyler	Alegent Health
13. Broken Bow	Jennie Melham	40. Kearney	Good Samaritan Health Sys	67. Scottsbluff	Regional West Medical Center
14. Callaway	Callaway District	41. Kimball	Kimball County	68. Seward	Seward Memorial
15. Cambridge	Tri-Valley	42. Lexington	Tri-County	69. Sidney	Memorial Health
16. Central City	Litzenberg Memorial	43. Lincoln	Bryan/LGH	70. St. Paul	Howard County
17. Chadron	Chadron Community	44. Lincoln	St. Elizabeth's	71. Superior	Broadstone Memorial
18. Clay Center	Clay County	45. Lynch	Niobrara Valley	72. Syracuse	Community Memorial
19. Columbus	Columbus Community	46. McCook	Community Hospital	73. Tecumseh	Johnson County
20. Cozad	Cozad Community	47. Minden	Kearney County	74. Tilden	Tilden Community
21. Creighton	Creighton Area	48. Nebraska City	St. Mary's	75. Valentine	Cherry County
22. Crete	Crete Area	49. Neligh	Antelope Memorial	76. Wahoo	Saunders County
23. David City	Butler Area	50. Norfolk	Faith Regional Health Svcs	77. Wayne	Providence
24. Fairbury	Jefferson County	51. North Platte	Great Plains Regional Medical Ctr	78. West Point	St. Francis
25. Falls City	Community Medical Ctr.	52. Oakland	Oakland Memorial	79. York	York General
26. Franklin	Franklin County	53. Ogallala	Ogallala Community Hospital	80. Omaha	Creighton Hospital
27. Fremont	Fremont Area	54. Omaha	Nebraska Medical System		

Hospitals From Other States

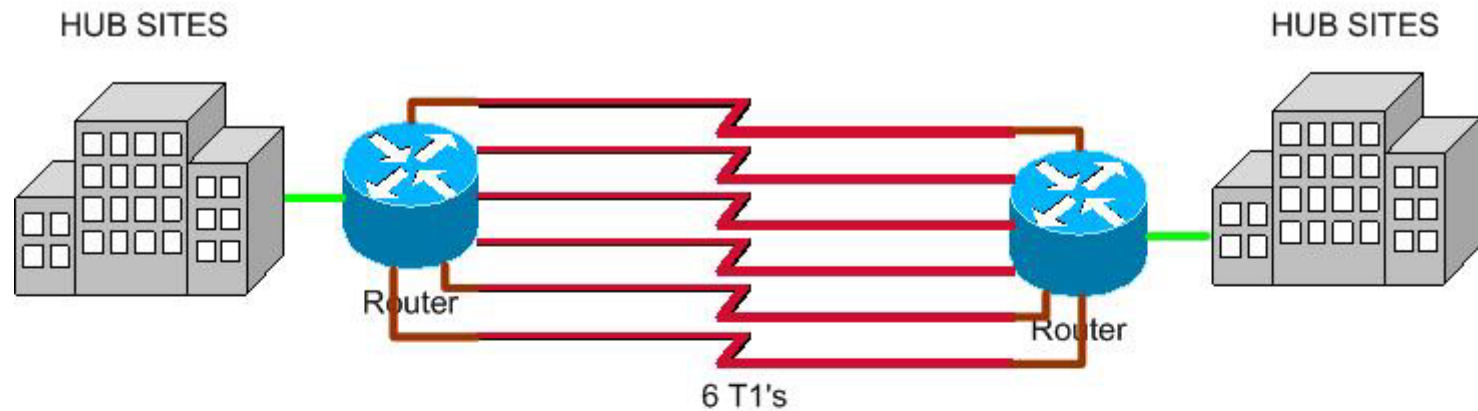
aa. Sioux City, Iowa	cc. Oberlin, KS	Decatur County Hospital
bb. Norton, KS	dd. Phillipsburg, KS	Phillips County Hospital

Nebraska Public Health Depts.

A. Auburn	Southeast District Health Dept.
B. Hemingford	Panhandle Public Health Dept.
C. Burwell	Loup Basin Public Health Dept.
D. Clay Center	Clay County Health Dept.
E. Columbus	East Central District Health Dept.
F. Crete	Public Health Solutions
G. David City	Butler County Health Dept.
H. Dakota City	Dakota County Health Dept.
I. Fremont	Three Rivers Health Dept.
J. Gering	Scotts Bluff County Health Dept.
K. Grand Island	Kearney County Health Dept.
L. Hastings	South Heartland District Health Dept.
M. Holdrege	Two Rivers Public Health Dept.
N. Lincoln	Lincoln-Lancaster County Health Dept.
O. McCook	Red Willow County Health Dept.
P. North Platte	West Central District Health Dept.
Q. Ogallala	Sandhills District Health Dept.
R. Omaha	Douglas County Health Dept.
S. O'Neill	North Central District Health Dept.
T. Osceola	Polk County Health Dept.
U. Papillion	Sarpy/Cass Dept. of Health and Wellness
V. Trenton	Southwest Nebraska Public Health Dept.
W. Wahoo	Saunders County Health Dept.
X. Wayne	Northeast Nebraska Public Health Dept.
Y. Wisner	Elkhorn Logan Valley Public Health Dept.
Z. York	Four Corners Health Dept.



TELEHEALTH BACKBONE



May 26, 2004

To: NITC Commissioners
From: Anne Byers
Subject: IT Planning and Mini Grant Update

For the past two years, the NITC Community Council, in partnership with the University of Nebraska and Technologies Across Nebraska, has provided assistance to 15 Nebraska communities to develop technology plans. Each participating community received a \$2,500 mini grant to support their planning efforts.

Year 1 Community Profile: Ainsworth, Nebraska

Ainsworth is an excellent example of how technology-related development enhances economic development. Ainsworth was one of the first communities to start a community information technology committee in the mid-90's. More recently Ainsworth participated in Technology Across Nebraska's IT Planning and Mini Grant program as part of three-county planning effort, the KBR (Keya Paha/Brown/Rock Counties) TechKnowledge Coalition. Ainsworth's focus on providing technology training to residents in the mid-90's—resulting in a local workforce with technology skills—gave Ainsworth an edge in recruiting a call center for an Omaha IT firm.

Although that first call center closed, Ainsworth has now recruited a new call center. Technologent, Inc., a California-based technology company located its first national service center in Ainsworth last November. The company employs 30 people and has plans to recruit and hire more employees this spring. The Ainsworth center is an expansion of Technologent's services that address new inside sales, targeting service contracts and maintenance agreement renewals for products manufactured by Sun Microsystems.

The KBR TechKnowledge Coalition completed their technology plan last spring. The group's efforts on focusing attention on technology issues in the region has led to two other new developments. The committee's technology survey revealed that local residents needed computer support services and were willing to pay for these surveys. Recently a new business providing computer and networking support services has opened, employing two full-time employees and a part-time consultant. Three Rivers Telephone Company has also recently decided to provide local, long distance, and DSL services in Ainsworth in competition with Qwest.

Other Updates from Year 1 Communities

With funding from a grant from the USDA Rural Utilities Service , **Crawford** has organized a non-profit group to provide wireless broadband service in the community. The service is now operational. The group will also be opening a technology center June 1.

West Point has installed a community videoconferencing facility for use by local businesses and residents.

Year 2 Update

Seward recently joined the IT Planning and Mini Grant program and is beginning by visiting with the community leaders of two of Nebraska's most tech-savvy communities. In May, the Seward technology committee visited Aurora. In June, South Sioux City Administrator Lance Hedquist will visit with the group.

Ord is mailing out their technology survey this week.

Maskell and **Dakota City** are completing their technology plans. Members of the Dakota City committee have discovered that their library only has two computers for public use. These computers are in great demand by students. The committee is working with the Friends of the Library group to obtain additional computers. Maskell has discovered that their telecommunications infrastructure is an asset that could be used to encourage economic development.

Homer recently hosted a technology fair. The community recently learned that a new communications tower is being built near Homer to provide interoperability among emergency responders in the tri-state Siouxland area. The community is talking to a wireless broadband provider about using the tower to expand service into Homer.

Lexington is focusing their efforts on documenting telecommunications assets in to enhance business recruitment efforts.

Hastings is working on getting the business community interested in using technology to reduce costs, improve efficiency, and expand markets.

State of Nebraska

E-Government Initiatives

RECENT AND CURRENT PROJECTS – NEBRASK@ ONLINE

A. Sub Portal Development (State Record Board Grants to CIO)

1. Business Portal / Forms Automation
 - a. Current focus is online access to lower volume forms in editable format.
2. Citizens Portal
 - a. nebAnnounce (automatic e-mail notification of postings to the Public Meeting Calendar (March 2004)
 - b. Central website and subscription service for newsletters (May 2004)
 - c. Enhancements to campaign finance information searches
 - d. Enhanced Legislative Bill Tracking System (November 2004)
3. Education Portal
 - a. Searchable database of education courses and programs offered by Nebraska higher education institutions (May 2004)
 - b. Information technology training calendar (May 2004)
 - c. Common application for admission to Nebraska higher education institutions
4. Payment Portal
 - a. Addition of electronic check module
 - b. Automated general ledger transmission tool

B. JUSTICE

As of January 5, 2004, Nebrask@ Online began offering access for NOL subscribers to the JUSTICE system. The system allows for online access to most of the Nebraska State Trial Court's Case information. It allows one to easily and quickly search through over 4 million case records so that you can find out most anything you'd need to know. (<http://www.nebraska.gov/demo/justice/>)

C. Secretary of State – Rules and Regulation Tracking

Nebraska's new online rule & regulation tracking and public comment system provides citizens and businesses with an easy way to participate in the rule adoption process. The new service will allow citizens to post online comments to proposed

regulations. Rules and regulations must also be reviewed by the Attorney General's office and approved by the Governor before going into effect, the tracking service will allow citizens to track rules as they go through this adoption process. (<http://www.sos.state.ne.us/Rules/rrdisc.htm>). A new feature allows the user to register for automatic e-mail notification of any proposed changes to a designated agency's rules and regulations. (<http://www.sos.state.ne.us/local/regtrack/notify/>)

D. E-Mail Notification Subscription Service

1. nebAnnounce (for notification of public meetings)
2. Regulations Tracking (for notification of status of rules and regulations)
3. Notary Public (self-registration to receive information directed to notary publics)
4. Agency newsletter subscription (under development)
5. Legislative bill status notification (under development)

NEW STATE RECORD BOARD GRANTS -- CIO

A. Licensing Phase III

Previous grants have supported efforts by Nebraska@ Online with several agencies to bring more than 30 licenses, permit and registration processes online, including credit card payment of associated fees. The purpose of this grant is to continue work with additional agencies, as well as additional license types for current agency partners such as Health & Human Services. The grant amount for each application is anticipated to be \$2,500, meaning this grant will support ten additional projects.

B. Business Forms Search Upgrade

Nebraska@ Online for Business, also known as the Business Portal, was initially launched in 2001. The basic system for the inventory database remains viable, but enhancements are needed to improve the user interface (through which businesses access forms information) and the administrative tools (used by agencies and NOL staff to maintain information in the inventory). These enhancements will provide a foundation for use of the system for a wider range of forms, including those used by citizens in general. This would allow the Citizen Portal and possibly other secondary portals to include a forms search capability targeted to its users.

C. Public Meeting Calendar Upgrade

Nebraska@ Online has hosted an online Public Meeting Calendar since 1999. With greater use by state agencies, the Public Meeting Calendar is becoming a comprehensive repository of official meetings that the public can depend on for timely notification and easy access to information such as agendas. nebAnnounce was a major improvement, but other enhancements are needed to make the Public Meeting Calendar more useful.

ONE-STOP BUSINESS REGISTRATION SERVICE

An online guide will walk businesses through various aspects of the business registration process. The interactive, self-guided tool will assist businesses with assessing and completing the steps and transactions necessary to begin or update business operations. Development of the tool will require the cooperation and participation of several agencies with various business registration responsibilities.

NEBRASKA E-GOVERNMENT: NEW AND FEATURED APPLICATIONS: NITC.NEWS (www.nitc.state.ne.us/news/)

The following are new and featured e-government applications offered by Nebraska state government agencies (April Newsletter):

- Department of Motor Vehicles - Online Practice Drivers Examination
- Health and Human Services System - Online License Renewal for Respiratory Care Practitioners; Veterinarians; and Podiatrists.
- State Court Administrator's Office: JUSTICE System - Court Cases/Records Online

State Agencies: Help us get the word out. If you have an e-government application you would like to have featured in NITC.news, let us know (rbecker@cio.state.ne.us).



UNITED 2004

Nebraska's Statewide Technology Plan

**June 2004
State of Nebraska
Nebraska Information Technology Commission
521 S. 14th Street, Suite 301
Lincoln, NE 68508-2707
(402) 471-3560**

UNITED 2004 Nebraska's Statewide Technology Plan
is available from the NITC Web site:
<http://www.nitc.state.ne.us>



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Section 1

Introduction

UNITED 2004

Nebraska's Statewide Technology Plan



Section 1

Introduction

The Legislature established the Nebraska Information Technology Commission (NITC) in 1998 to provide advice, strategic direction, and accountability on information technology investments in the state. Section 86-516 directs the NITC to “annually update a statewide technology plan.” *Nebraska's Statewide Technology Plan* for 2004 is the fifth iteration. The complete plan is available on the NITC Web site (www.nitc.state.ne.us).

To achieve its mandate, the NITC relies on coordination and collaboration to influence a wide range of information technology issues. The NITC has neither operational authority nor enforcement powers for implementing its policy directives. The NITC has adhered to the legislative directive in Section 86-513 to “coordinate the state’s investment in information technology in an efficient and expeditious manner. The provisions (of Sections 86-512 to 86-524) are not intended to impede the rapid deployment of appropriate technology or establish cumbersome regulations or bureaucracy.”

Given these considerations, the purpose of the *Statewide Technology Plan* is to set forth the vision and goals for the use of information technology in Nebraska, with a set of action items that will guide the work of the NITC and its councils. The *Statewide Technology Plan* does not allocate funding among technology projects. A different report, “Recommendations on Technology Investments to the Governor and Legislature” provides advice on proposed funding for technology projects, as part of the biennial budget process.

Previous versions of the *Statewide Technology Plan* included two other sections. One was the Technical Infrastructure, which defined a technical architecture and the process for preparing technical standards and guidelines. The other section set forth planning and project management requirements. In the interests of brevity, these sections are now presented as separate documents. Both are located on the NITC Web site. Both are incorporated into the *Statewide Technology Plan* by reference. Previous plans also included a status report of what has been accomplished to date, with effectiveness measures to evaluate progress in the future. Because this information is duplicative with the information which will be presented in the Commission’s biennial report to the Legislature, this information is not included in this year’s technology plan.

Role of Advisory Groups

The NITC conducts most of its work through three advisory groups and the Technical Panel.

Community Council. The Community Council has 18-24 members from each of its three focus areas (rural and community information technology development, local governments and libraries, and telehealth), resource providers, and other groups as

deemed appropriate by the Community Council and the NITC. The Community Council focuses on the role of information technology in community and economic development. It seeks to foster the collaborative and innovative use of technology through partnerships between public and private sectors, to improve teleliteracy, and to support community and economic development for Nebraska citizens.

Education Council. The Education Council has 16 members, eight representing the K-12 sector, eight representing the postsecondary sector, and four liaisons as representatives of the Department of Education, the Coordinating Commission for Postsecondary Education, the Department of Administrative Services, and the Nebraska Educational Telecommunications Commission. The Education Council works on common areas of interest in the use of information technology across all sectors of education from elementary through postsecondary levels and including public and private institutions. The Education Council advises the NITC on education information technology needs, goals, and policy. The Council identifies, coordinates, and prioritizes matters pertaining to information technology for a more strategic and cost-effective approach to developing the State's education information technology infrastructure.

State Government Council. The State Government Council has 24 members representing state agencies and 2 members chosen from the private sector, with experience in managing major information technology systems. The mission of the State Government Council is to provide direction and oversight for state government information technology vision, goals and policy. It promotes collaboration on technology issues among state agencies.

Technical Panel. The Technical Panel is a statutory body, which provides technical analysis and recommendations to the Commission. The Technical Panel is codified at Neb. Rev. Stat. § 86-521. It consists of seven members approved by the Commission. The mission of the Technical Panel is to assist in the development of a statewide technical infrastructure that will be scalable, reliable, and efficient, including a shared statewide telecommunications network. It provides technical analysis of projects and recommends technical standards and guidelines.

Each of the councils and the Technical Panel has a charter, adopted by the NITC, which establishes the council membership, responsibilities, and meeting procedures. Charters, proceedings, and other information are available on the NITC Web site.

Other Coordinating Entities. The NITC also recognizes the important contributions of other information technology coordinating entities, such as the Criminal Justice Information Systems (CJIS) Advisory Committee, and the Geographic Information Systems (GIS) Steering Committee. The CJIS Advisory Committee includes representatives of state and local agencies involved in all aspects of criminal justice. It conducts strategic planning and sponsors automation and data sharing projects. Further information about the CJIS Advisory Committee is available at <http://www.cjis.state.ne.us/>. The Legislature established the GIS Steering Committee in 1991 (Sections 81-2601 through 81-2605), in an effort to coordinate the implementation of GIS technology by state and local governments in Nebraska. Membership on the GIS Steering Committee includes local, state, and federal representatives. Further information about the GIS Steering Committee is available at <http://www.calmit.unl.edu/gis/>.

The NITC encourages other information technology coordinating entities to collaborate with the NITC and its advisory councils.

Vision and Goals

The vision of the NITC is to improve the quality of life of all Nebraskans by promoting the use of information technology in education, health care, economic development and all levels of government. To achieve this vision, the NITC has identified four goals:

1. Support the development of a robust statewide telecommunications infrastructure that is scalable, reliable, and efficient;
2. Support the use of information technology to enhance community and economic development;
3. Promote the use of information technology to improve the efficiency and delivery of governmental and educational services, including homeland security;
4. Promote effective planning, management and accountability regarding the state's investments in information technology.

Section 2 of the *Statewide Technology Plan* presents the NITC vision statement, mission statement, and goals. This section also addresses the strategic initiatives identified by the NITC and their relationship to NITC goals.

Strategic Initiatives

The NITC has identified eight strategic initiatives which address the NITC's goals of supporting the development of a robust telecommunications infrastructure; supporting community and economic development; and promoting the efficient delivery of government and educational services. These are projects that would materially advance the vision and statewide goals as identified by the NITC, that are ready to be implemented, or that require an enterprise approach, involvement by the NITC and cooperation of multiple entities for their success. By emphasizing selected strategic initiatives, the NITC hopes to encourage funding of these initiatives and to encourage state agencies to work together to advance these initiatives.

The eight strategic initiatives, listed under the NITC goal supported, are:

Supporting the Development of a Robust Telecommunications Infrastructure

- Nebraska Telehealth Network
- Network Nebraska
- Statewide Synchronous Video Network

Supporting Community and Economic Development

- Community IT Planning and Development

Promoting the Efficient Delivery of Government and Educational Services

- Nebraska eLearning Initiative
- Enterprise Architecture
- E-Government
- Security and Business Resumption

Each of these strategic initiatives and supporting action plans are discussed in Section 3.

Action Plan

Section 3 provides a short description of the strategic initiatives identified by the NITC and the action items being undertaken by the NITC and its advisory groups to support the strategic initiatives. The action items listed by the strategic initiative supported include:

Strategic Initiative: Nebraska Telehealth Network

- Community Council Action Item: Support the Nebraska Telehealth Network

Strategic Initiative: Network Nebraska

- Technical Panel Action Item: Provide Technical Assistance to the Collaborative Aggregation Partnership (CAP) for the Development of Statewide Network Services
- Education Council Action Item: Support the Network Nebraska Initiative

Strategic Initiative: Statewide Synchronous Video Network

- Technical Panel and Education Council Action Item: Develop Statewide Synchronous Video Standards and Recommendations

Strategic Initiative: Community IT Planning and Development

- Community Council Action Item: Support IT Planning and Development through Technologies Across Nebraska

Strategic Initiative: Nebraska eLearning Initiative

- Education Council Action Item: Establish the Nebraska eLearning Consortium to Oversee Development of the Nebraska eLearning System

Strategic Initiative: Enterprise Architecture

- State Government Council and Technical Panel Action Item: Recommend Technical Standards, Guidelines, Enterprise Solutions, and Best Practices
- State Government Council Action Item: Improve Planning Process and Project Management
- Technical Panel Action Item: Investigate Opportunities for Collaboration

Strategic Initiative: E-Government

- State Government Council Action Item: Implement *E-Government Strategic Plan*

Strategic Initiative: Security and Business Resumption

- State Government Council Action Item: Implement Security Policies



Section 2

Goals

UNITED 2004

Nebraska's Statewide Technology Plan



Section 2

Goals

NITC Vision Statement

It is the vision of the NITC to promote the use of information technology in education, health care, economic development, and all levels of government services to improve the quality of life of all Nebraskans.

NITC Mission Statement

The mission of the Nebraska Information Technology Commission is to make the State of Nebraska's information technology infrastructure more accessible and responsive to the needs of its citizens, regardless of location, while making investments in government, education, health care and other services more efficient and cost effective.

NITC Goals

The NITC has adopted the following four goals:

1. Support the development of a robust statewide telecommunications infrastructure that is scalable, reliable and efficient.
2. Support the use of information technology to enhance community and economic development.
3. Promote the use of information technology to improve the efficiency and delivery of governmental and educational services.
4. Promote effective planning, management and accountability regarding the state's investments in information technology.

Strategic Initiatives

The NITC has identified eight strategic initiatives which address the NITC's goals of supporting the development of a robust telecommunications infrastructure; supporting community and economic development; and promoting the efficient delivery of government and educational services. These are projects that would materially advance the vision and statewide goals as identified by the NITC, that are ready to be implemented, or that require an enterprise approach, involvement by the NITC and cooperation of multiple entities for their success. By emphasizing selected strategic initiatives, the NITC hopes to encourage funding of these initiatives and to encourage state agencies to work together to advance these initiatives.

The eight strategic initiatives, listed under the NITC goal supported, are:

Supporting the Development of a Robust Telecommunications Infrastructure

- Nebraska Telehealth Network
- Network Nebraska
- Statewide Synchronous Video Network

Supporting Community and Economic Development

- Community IT Planning and Development

Promoting the Efficient Delivery of Government and Educational Services

- Nebraska eLearning Initiative
- Enterprise Architecture
- E-Government
- Security and Business Resumption

Each of these strategic initiatives and supporting action plans are discussed in Section 3.

NITC Action Plan

Each year the Community Council, Education Council, State Government Council, and Technical Panel identify specific action items on which members and staff will work to directly support the NITC's goals and strategic initiatives. Section 3 provides further information on each action item.



Section 3

Action Plan

UNITED 2004

Nebraska's Statewide Technology Plan



Section 3

Action Plan

Summary

The NITC has prepared an action plan consisting of eight strategic initiatives and 11 action items which address the NITC's goals of supporting the development of a robust telecommunications infrastructure; supporting community and economic development; and promoting the efficient delivery of government and educational services. The NITC's 2004-2005 strategic initiatives and action items are listed below. A brief description of each strategic initiative and action item is also included in this section.

Supporting the Development of a Robust Telecommunications Infrastructure

Strategic Initiative: Nebraska Telehealth Network

- Community Council Action Item: Support the Nebraska Telehealth Network

Strategic Initiative: Network Nebraska

- Technical Panel Action Item: Provide Technical Assistance to the Collaborative Aggregation Partnership (CAP) for the Development of Statewide Network Services
- Education Council Action Item: Support the Network Nebraska Initiative

Strategic Initiative: Statewide Synchronous Video Network

- Technical Panel and Education Council Action Item: Develop Statewide Synchronous Video Standards and Recommendations

Supporting Community and Economic Development

Strategic Initiative: Community IT Planning and Development

- Community Council Action Item: Support IT Planning and Development through Technologies Across Nebraska

Promoting the Efficient Delivery of Government and Educational Services

Strategic Initiative: Nebraska eLearning Initiative

- Education Council Action Item: Establish the Nebraska eLearning Consortium to Oversee Development of the Nebraska eLearning System

Strategic Initiative: Enterprise Architecture

- State Government Council and Technical Panel Action Item: Recommend Technical Standards, Guidelines, Enterprise Solutions, and Best Practices
- State Government Council Action Item: Improve Planning Process and Project Management
- Technical Panel Action Item: Investigate Opportunities for Collaboration

Strategic Initiative: E-Government

- State Government Council Action Item: Implement *E-Government Strategic Plan*

Strategic Initiative: Security and Business Resumption

- State Government Council Action Item: Implement Security Policies

NITC Goal

Supporting the Development of a Robust Telecommunications Infrastructure

Strategic Initiative

Nebraska Telehealth Network

On December 17, 2002 the Public Service Commission issued an order authorizing the support of telehealth from the Nebraska Universal Service Fund. The order directed the Nebraska Hospital Association to submit a plan which would define how the Nebraska Universal Service Fund support should be used to support rural health care providers. A preliminary plan was submitted to the Public Service Commission in late May, 2003. The Nebraska Hospital Association has continued to work with the hub hospitals to develop a more detailed plan which will also incorporate bioterrorism alerts. Efforts are also being made to incorporate bioterrorism preparedness into the plan for the Nebraska Telehealth Network.

Components

- Phase one of the network will include all Nebraska hospitals which currently have videoconferencing equipment or are planning to order equipment. A router will be installed in College Park in Grand Island to provide a connection among all of the hub hospitals.
- Phase two will address issues such as maintenance, scheduling, operations, and governance. Additional hospitals will also be added to the network.

Enterprise Benefits

A telehealth network which connects all hospitals, providing access to consultations with medical specialists, continuing medical education, and bioterrorism training and alerts is critical to the provision of health care in rural areas of the state. There is a lack of specialist services in rural areas, particularly mental health services. Telemedicine has proven to be an effective way to provide consultations with specialists. Currently mental health consultations and teleradiology are the two most common types of specialist services provided via telemedicine. Rural health care providers also have fewer opportunities for continuing medical education in their community and must often drive several hours to attend training. Continuing medical education is currently being provided via telehealth in Nebraska and has proven to be an effective and efficient method of delivery. It is also critical that all hospitals are connected to a telehealth network in order to prepare health care providers to respond quickly to bioterrorism threats and other public health risks.



Community Council Action Item

Support the Nebraska Telehealth Network

The development of a statewide telehealth network will be supported in the following ways:

1. The NITC and the Telehealth Subcommittee should facilitate communication and coordination among telehealth networks.
2. The Telehealth Subcommittee and NITC staff should provide continuing assistance to the Nebraska Hospital Association in developing a telehealth plan for the Nebraska Public Service Commission.
3. The NITC Technical Panel should address the need for interoperability.

Expected Outcomes

- Telehealth systems in Nebraska will be interconnected.
- The number of critical access and rural hospitals participating in telehealth systems will increase—especially in the second year of implementation of the system.
- The number of telehealth consultations in the state will increase.
- Health care providers will have better access to continuing medical education.
- Specialist services, especially mental health services and teleradiology, in rural areas will be more accessible.

Lead: Telehealth Subcommittee and NITC

Timeframe: June, 2004 - May, 2005

Strategic Initiative

Network Nebraska

The primary objective of this initiative is to develop a broadband, scalable telecommunications infrastructure that optimizes the quality of service to every public entity in the State of Nebraska. The Division of Communications and the University of Nebraska engaged in a collaborative partnership that used existing resources to aggregate disparate networks into a multipurpose core backbone extending from Norfolk, Omaha, Lincoln, Grand Island, Kearney, North Platte to the Panhandle. The next phase of this initiative is to formalize business relationships and agreements and to enhance rural bandwidth through local aggregation.

Components

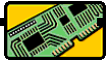
The major components of this initiative include:

- Development of a scalable, reliable, and secure telecommunications infrastructure that enables any type of eligible entity (i.e. local and state government, public and private K-12 and higher education, health care institutions) to purchase the amount of service that the entities need, when they need it, on an annual basis;
- Establishment of a catalog of value-added applications that enables eligible entities to pick and choose services that are pertinent to them (e.g. Internet1, Internet2, and videoconferencing);
- Implementation of a network operations center that offers a helpdesk, network diagnostics, and engineering assistance in order to ensure acceptable qualities of service;
- Establishment of a billing or accounting center to accept service orders, extend service agreements, provide consolidated billing, and to maintain customer accounts.

Enterprise Benefits

Through aggregation of demand, adoption of common standards, and collaboration with network services and applications, participants can achieve many benefits, including:

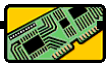
- Lower network costs;
- Greater efficiency for participating entities;
- Interoperability of systems providing video courses and conferencing;
- Increased collaboration among all K-20 educational entities;
- New educational opportunities;
- Competitiveness with surrounding states; and
- Better use of public investments.

**Technical Panel Action Item****Provide Technical Assistance to the Collaborative Aggregation Partnership (CAP) for the Development of Statewide Network Services**

The Technical Panel will provide technical assistance for the implementation of statewide network services through the Collaborative Aggregation Partnership and related work groups.

Lead: Brenda Decker, Division of Communications

Timeframe: Ongoing

**Education Council Action Item****Support the Network Nebraska Initiative**

The Education Council will provide promotional assistance and customer feedback during the implementation of statewide network services through the Collaborative Aggregation Partnership and related work groups.

Expected Outcomes:

- Network Nebraska will be able to attract a greater number of education customers, thereby enabling a greater array of educational services to be offered.

Lead: Education Council and NITC Staff

Strategic Initiative

Statewide Synchronous Video Network

The primary objective of this initiative is to establish an Internet Protocol-based network that will interconnect all existing and future distance learning and videoconferencing facilities in the State of Nebraska. Nebraska currently has approximately 300 high school distance learning classrooms, 30 higher education distance learning classrooms, over 50 State agency videoconferencing rooms, and (soon-to-be) over 60 videoconferencing facilities for Telehealth in local and regional hospitals. More growth and proliferation of distance learning and videoconferencing equipment and sites is expected in the near future. These 400+ interactive video facilities currently utilize a variety of video standards and bandwidth speeds that prevent interconnection between sub-networks. The Statewide Synchronous Video Network, as envisioned, would use compatible audio and video standards to enable any classroom or facility to connect with any other classroom or facility or to connect with multiple sites simultaneously.

Components

The major components of this initiative include:

- A single, interconnected synchronous video network with various levels of authorization and traffic prioritization;
- An event clearinghouse and scheduling system that would allow registration for interactive video events;
- Development of a network bandwidth management system or network operations center that assures pre-determined qualities of service, depending upon the type of video traffic.

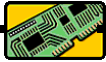
Enterprise Benefits

Interactive videoconferencing and distance learning developed rapidly across Nebraska in the 1990's. Prior to recognized video standards or a coordinating body, entities were free to adopt any equipment, standard, or system that met their needs. Little thought was paid to interconnectivity or compatibility. Consequently, Nebraska became a state of disparate, redundant systems that prevented multi-jurisdictional collaboration or maximization of educational opportunities outside of a particular geographic boundary or system.

The enterprise benefits of an interconnected video system include:

- Greater sharing of educational courses, events, and training across sub-network boundaries, irrespective of geography;
- More efficient use of available resources—more classrooms and sites are available within less distance of the user at more convenient times;

- One-to-many videoconferencing capabilities for news alerts, bioterrorism alerts, or other emergency uses;
- Collaborative development across various service agencies (i.e. medical services to schools, adult and continuing education opportunities).



Technical Panel and Education Council Action Item

Develop Statewide Synchronous Video Standards and Recommendations

The Statewide Synchronous Video Work Group was chartered by the Technical Panel on November 8, 2002 to develop the technical and non-technical recommendations needed in order to provide for a statewide, interconnected, synchronous video network serving citizens involved with education, state government, and telehealth.

The major action items of this initiative include:

- Identification of a single audio and video standard for low-bandwidth distance learning and videoconferencing;
- Acquisition of upgrade or replacement equipment and/or software that ensures compliance with the audio and video standard;
- Development or purchase of a scheduling system or enterprise resource management program that allows potential users to A) know the location and availability of resources, and B) set up or reserve ad hoc or regularly scheduled events with other entities;
- Development of a network bandwidth management system or network operations center that assures pre-determined qualities of service, depending upon the type of video traffic;
- Development of an event clearinghouse that allows promotion, marketing, and registration for interactive video events;
- Training modules for new users;
- Development of a funding algorithm to allow shared use of the statewide backbone.

Expected Outcomes

- Nebraska will derive more efficient and cost-effective use of its synchronous video assets and ultimately increase lifelong learning and training opportunities.

Lead: Statewide Synchronous Video Network Work Group and Education Council

Timeframe: July, 2004 – June, 2005

NITC Goal

Supporting Community and Economic Development

Strategic Initiative

Community IT Planning and Development

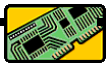
Information technology is transforming the economy and society, creating a completely new paradigm. In response to these changing conditions, communities are finding that economic and community development processes need to be retooled. In order to compete in the global economy, communities need access to advanced telecommunications services and a tech-savvy workforce. Businesses need to understand how to utilize technology to expand their markets, increase efficiency, and reduce costs. Information technology can also enhance quality of life by improving access to health care, educational opportunities, and community information.

Components

- **Community Leadership and Support.** Through the IT Planning and Mini Grant program, communities in Nebraska are forming local technology committees and developing technology plans. Each year, up to eight communities are able to participate in the program.
- **Telecommunications Infrastructure.** Communities need access to broadband Internet service, wireless telephone service, and advanced telephone services such as voice mail. In the next few years, Voice Over IP may be another services that businesses require in order to relocate or expand in a community.
- **Technology Literacy and Access.** Community residents need access to basic computer and Internet training as well as access to the Internet at public libraries or community technology learning centers.
- **Advanced Technology Training.** Businesses need access to advanced technology training for their employees.
- **Economic Development and E-commerce.** Economic developers need to understand the needs of technology-intensive businesses. In order to remain competitive, small businesses need to begin utilizing information technology to expand their markets, reduce costs, and increase efficiency.
- **Community Services and Information.** Local governments and other community organizations can use telecommunications to provide services and to improve communication with customers. In many communities, telecommunications can improve access to health care.

Enterprise Benefits

For many years, Nebraska has experienced a two-tier economy: prospering metropolitan areas and economically challenged rural areas. If rural communities do not utilize technology effectively to enhance development opportunities, the gap between metropolitan and rural areas will continue to grow.



Community Council Action Item **Support IT Planning and Development through Technologies Across Nebraska**

The NITC Community Council will support community IT development by working with the University of Nebraska and other Technologies Across Nebraska Partners, including the following action steps:

- Pending the availability of funding, work with 8 community or regional technology committees to develop community or regional IT plans through the 2004-2005 Community IT Planning and Mini Grant program.
- Provide continuing support for the 17 community and regional technology committees which have participated the 2002-2003 and 2003-2004 IT Planning and Mini Grant programs.
- Work with the Nebraska Rural Initiative and the Nebraska Rural Development Commission on efforts to promote and coordinate e-commerce training across the state.
- Continue partnering with Technologies Across Nebraska and the University of Nebraska to promote technology-related development through the quarterly newsletter, *TANGents*.
- Continue to maintain and update the TAN and Community IT Toolkit Web sites, including adding funding information.
- Work with the Nebraska Rural Initiative to explore the expanded use of youth to assist in IT development activities.
- Provide and/or promote training opportunities on effectively using technology to enhance development opportunities and the delivery of services, especially in the area of IT-related economic development.

Support IT Planning and Development through Technologies Across Nebraska—Continued**Expected Outcomes**

- Communities in Nebraska will make progress toward becoming Information Age communities;
- Communities will have easy access to information and resources to assist them in developing their capacity to use information technology for community and economic development.

Lead: Technologies Across Nebraska and Community Council

Timeframe: June, 2004 - May, 2005



NITC Goal

Promoting the Efficient Delivery of Government and Educational Services

Strategic Initiative

Nebraska eLearning Initiative

The primary objective of this initiative is to promote the effective and efficient integration of technology into the instructional process and to utilize technology to deliver enhanced educational opportunities to students at all levels throughout Nebraska on an equitable and affordable basis.

This initiative also involves the establishment of a Nebraska eLearning Consortium to organize and facilitate the development and execution of a P-20+ statewide eLearning strategy to:

- Connect eLearning innovators and leverage their expertise and experience;
- Build collaborative relationships between K-12 and Higher Ed educators;
- Develop discipline-specific and age-specific instructional design models;
- Encourage the development and sharing of instructional content; and
- Ensure the infrastructure required to support the deployment and ongoing support of eLearning is in place and available.

The eLearning Consortium would also be responsible for providing administrative and technical support to include: the negotiation of required hardware and software purchasing and licensing agreements; developing and implementing deployment strategies; facilitating the establishment of statewide eLearning organizations; and providing hosting, training, and technical support services as necessary.

Components

The primary components of this initiative are:

1. **Course Management Software.** This technology supports the development and delivery of instructional content, assessment and grading, lesson planning, and provides learners with instructional support features to include interactive chat and threaded discussion groups, linkage to reference materials, etc.
2. **Content Management Software.** This technology would serve as the basis for the establishment of a Nebraska eLearning Knowledge Repository to facilitate the sharing of educational content. This Knowledge Repository would provide the ability to store, organize, classify, categorize, control access to, share, retrieve,

and present digital content of all forms to include audio, video, graphical, and textual.

3. **Infrastructure.** This includes the network, organizational, administrative, and support resources required to deploy and support eLearning statewide.

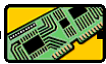
The primary access and delivery medium for eLearning will be the Internet. Therefore, the availability of a robust statewide network providing sufficient bandwidth to support the deployment of eLearning across the state of Nebraska is essential.

Enterprise Benefits

Establishing a statewide eLearning strategy is critical. The costs associated with the deployment of an efficient and effective eLearning environment are expected to be substantial. However, the costs of not acting and implementing a statewide eLearning strategy will be even higher in terms of maintaining a highly literate and employable work force. A standards-based eLearning strategy will provide students and teachers all over Nebraska equitable access to rich instructional resources not currently available at a time when educational resources are being depleted in many areas of the state.

The enterprise benefits of a statewide eLearning system would include:

- The sharing of learning objects and other educational content and reference materials that would significantly enrich and deepen the learning experiences offered to Nebraska students, particularly those in the K-12 sector;
- Greater collaboration between educators at all levels;
- The building of extended educational communities of learning and support for ongoing professional development and lifelong learning opportunities;
- Creation of a dual-use training engine for other state agencies, political subdivisions, and adult continuing education;
- Development of diverse instructional and training modules ranging from the simple (how to operate a piece of machinery) to the complex (a web-based course to achieve technician certification).

**Education Council Action Item****Establish the Nebraska eLearning Consortium to Oversee Development of the Nebraska eLearning System**

A statewide eLearning Consortium to advance the Nebraska eLearning Initiative and improve coordination between K-12, higher education, and adult/continuing education will be established using the following action steps:

- Organize a Summer 2004 Planning Workshop to bring together potential participants who have a stake in improving educational and training opportunities for Nebraska citizens. Objectives of the workshop would be to:
 - Define statewide eLearning goals and objectives;
 - Develop draft documents to address the issues of definition, organization, structure, representation, accountability, authority, etc;
 - Identify potential sponsor(s) and funding source(s);
 - Develop an action plan and timeline to activate the Nebraska eLearning Consortium.
- Develop a design document detailing the technology components, standards, costs and administration of a Nebraska eLearning Knowledge Repository for the sharing of educational content. This Knowledge Repository would provide the ability to store, organize, classify, categorize, control access to, share, retrieve, and present digital content of all forms to include audio, video, graphics, and text.
- Work with education and staff development professionals to document strategies, techniques and tools used in course management and create a clearinghouse of eLearning best practices and training modules.
- Explore cost-efficient options for the aggregated purchase of course management software for the State of Nebraska.
- Convene focus groups composed of formal education and public entities to A) determine the present state of eLearning in Nebraska; B) compare the present state of eLearning to the desired goals of the eLearning Initiative; and C) communicate the gap analysis to elected officials and policy makers.

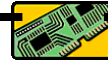
Establish the Nebraska eLearning Consortium to Oversee Development of the Nebraska eLearning System—Continued

Expected Outcomes

- Nebraska citizens and students will enjoy greater access to more flexible lifelong learning opportunities which should aid in workforce development.
- Nebraska's economic engine will be improved through greater retention of high school and college graduates.

Lead: Nebraska eLearning Initiative Steering Committee and Education Council

Timeframe: July, 2004 - June, 2005



Strategic Initiative

Enterprise Architecture

Enterprise Architecture Framework can be described as a methodology for developing an organization's IT support functions. Ideally, when governments establish their infrastructures using common enterprise architecture, making systems work together will be simpler because each would have addressed the items that are crucial to interoperability of systems developed for specific business needs.

Enterprise Architecture supports the business of government, enables information sharing across traditional barriers, enhances government's ability to deliver effective and timely services, and supports agencies in their efforts to improve government functions and thereby services.

The State Government Council will serve as a "committee-of-the-whole" to develop the enterprise architecture. The enterprise architecture will focus on those areas that provide opportunities for cost sharing, data sharing and enhancements that affect multiple agencies rather than a single entity. It is not feasible for the enterprise architecture to address every technical detail for every agency. All agencies should have an opportunity to review and comment on the enterprise architecture as it evolves.

The State Government Council looked at several enterprise architecture methodologies. There was consensus to investigate the methodology developed by the National Association of State CIOs (NASCIO), because it was designed for state government and reflects the need for a high level perspective, rather than one that is too detailed.

Components

Developing the Enterprise Architecture will include the following activities:

1. Readiness Assessment

- **NASCIO EA Maturity Model v1.3.** The *EA Maturity Model* is a series of benchmarks for evaluating a state's current capabilities in 8 areas.
- **NASCIO EA Assessment Preview.** The *EA Assessment Preview* provides an introduction to the EA Readiness Assessment, as well as a listing of each question that will be included in the on-line assessment.)
- **NASCIO On-Site Visit.** A three- or four-person team will make an on-site visit to explain the assessment process and the NASCIO EA methodology. The team will include NASCIO staff and representatives of two states that have been using the NASCIO methodology.
- **EA Assessment Summary Report.** The NASCIO team will review and analyze the results of the EA Assessment Preview and onsite visit. The NASCIO team will also prepare an EA Readiness Assessment Summary Report for Nebraska. The summary report will identify potential next steps for further development of the EA Program.

2. **NASCIO Enterprise Architecture Development Tool-Kit v2.0.** The Tool-Kit provides a comprehensive set of materials for developing the Enterprise Architecture. It includes a framework consisting of governance, business architecture, technology architecture, and standards and guidelines. These four areas provide the foundation for the Enterprise Architecture by identifying business needs, technological direction, and processes. A copy of the tool-kit is available at the NASCIO website: www.nascio.org.

Enterprise Benefits

A successful enterprise architecture will provide the following benefits:

- Lower costs;
- Easier interoperability among systems;
- Greater data sharing;
- Improved services.

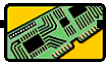


State Government Council and Technical Panel Action Item Recommend Technical Standards, Guidelines, Enterprise Solutions, and Best Practices

The State Government Council will recommend technical standards, guidelines, and enterprise solutions for state government. The Technical Panel, with input from the NITC councils and other coordinating entities, will recommend the adoption of technical standards, guidelines, and best practices.

Lead: State Government Council work group(s) to be created and Technical Panel work groups assigned by subject.

Timeframe: June, 2004 – July, 2005



State Government Council Action Item

Improve Planning Process and Project Management

In order to improve the information technology planning process for state agencies, the State Government Council will review, and revise as appropriate, the planning documents utilized by agencies, including: agency comprehensive information technology plans and agency project proposal forms for budget requests. The review will include recommendations for improving the cost-benefit analysis information provided with project proposals. The State Government Council will continue to provide guidance to agencies on best practices for project management. Areas of focus should include: management of IT related projects; measuring results; preparing project closure reports; and recommendations for a certification process for project managers.

Lead: Office of the CIO

Timeframe: 3rd Quarter 2004 - Review and revise project proposal form and review process documents in advance of the next biennial budget process.



Technical Panel Action Item

Investigate Opportunities for Collaboration

The Technical Panel will examine opportunities for collaboration and efficiencies to be gained by sharing resources and expertise.

Lead: To be determined

Timeframe: Ongoing

Strategic Initiative

E-Government

The State Government Council has adopted and annually updates the *E-Government Strategic Plan for Nebraska State Government*. The principles guiding the plan are:

- E-government should be considered a continuous process of using technology to serve citizens and improve agency operations;
- Internet technologies create new opportunities for major change, including self-service, integration of information and services, and elimination of time, distance and availability of staff as constraints to providing information and services;
- Agencies have responsibility for performing statutory functions, which means that agency directors must retain ownership of data, responsibility over the use of information technology, and prioritization of projects within the agency to achieve the greatest benefit;
- Cooperation is critical to achieving the goals of e-government, in order to integrate information and services and allow the easy exchange of information;
- An enterprise approach is essential to e-government, including the topics of accessibility for disabled persons, architecture, directories, funding, portal, privacy, security, and other issues; and
- E-government is defined as the use of technology to enhance information sharing, service delivery, constituency and client participation, and governance by transforming internal and external relationships.

The plan includes 26 specific actions and recommendations for implementing e-government. The current version of the plan is available on the NITC's Web site at <http://www.nitc.state.ne.us/>.

Components

The three goals for e-government are:

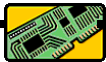
1. **Government-to-Citizen and Government-to-Business.** Anyone needing to do business with state government will be able to go to the state's Web site, easily find the information or service they need, and if they desire, complete all appropriate transactions electronically. The plan contains 17 action items in the following areas: citizen portal enhancement; business portal enhancements; education portal; and forms automation.
2. **Government-to-Government.** State agencies will improve services and increase the efficiency and effectiveness of government operations through collaboration, communication, and data sharing between government agencies at all levels.

3. **Government-to-Employee and Internal Operations.** Agencies will examine internal operations to determine cost-effective e-government applications and solutions. The purpose of these efforts is to improve efficiency and effectiveness by replacing manual operations with automated techniques.

Enterprise Benefits

The *E-Government Strategic Plan* includes a discussion of the benefits of e-government and a detailed list of actions and recommendations. The primary benefits are:

1. Improved services for citizens and businesses.
2. Increased efficiency and effectiveness for agencies.



State Government Action Item

Implement *E-Government Strategic Plan*

In March 2003, the State Government Council adopted a revised *E-Government Strategic Plan for Nebraska State Government*. The plan sets out specific actions and recommendations for this priority.

(http://www.nitc.state.ne.us/sgc/documents/egovstrategy_20030313.pdf)

Lead: Office of the CIO

Timeframe: Ongoing

Strategic Initiative**Security and Business Resumption**

This initiative will define and clarify policies, standards and guidelines, and responsibilities related to the security of the state's information technology resources. Information security will serve statutory goals pertaining to government operations and public records. These include:

1. Insure continuity of government operations (Article III, Section 29 of the Nebraska Constitution; Nebraska Revised Statutes Sections 28-901 and 84-1201);
2. Protect safety and integrity of public records (Nebraska Revised Sections 28-911, 29-2391, and 84-1201);
3. Prevent unauthorized access to public records (Nebraska Revised Statutes Sections 29-319, 81-1117.02, and 84-712.02);
4. Insure proper use of communications facilities (Nebraska Revised Statutes Section 81-1117.02); and
5. Protect privacy of citizens (Nebraska Revised Statutes Section 84, Article 7).

Components

Major activities include:

1. Developing an overall security strategy, including policies, security awareness, and security infrastructure improvements;
2. Network security standards and guidelines;
3. Education and training;
4. Authentication (directory services project);
5. Disaster recovery for information technology systems (as part of a broader business continuity planning);
6. Compliance with federal privacy and security mandates;
7. Security assessments.

Enterprise Benefits

Benefits will include:

- Lower costs by addressing security from an enterprise perspective;
- Cost avoidance;
- Protecting the public trust.



Technical Panel Action Item Implement Security Policies

In January 2001, the NITC adopted the security policies developed by the Technical Panel's Security Architecture Work Group. These policies, guidelines, and best practices are intended to provide a framework for a secure computing environment, with a focus on state government. The State Government Council, in coordination with the Technical Panel, will work to implement these policies in state government. Security related issues to be addressed include directory services, security assessments, security awareness, disaster recovery, training, and incident response.

Lead: Office of the CIO (Technical Panel's Security Work Group)

Timeframe: June, 2004 through July, 2005

Statewide Technology Plan

Update on Action Items

June 2004

The NITC has prepared an action plan consisting of 20 items which address the NITC's four goals of supporting the development of a robust telecommunications infrastructure; supporting community and economic development; promoting the efficient delivery of government and educational services; and promoting effective planning and accountability. The current status of the NITC's 2003-2004 action items is listed below. A brief description of each action item is available on the NITC home page: www.nitc.state.ne.us.

Action Items	Status as of June 2004
Telecommunications Infrastructure	
1. Provide technical assistance for the Collaborative Aggregation Partnership for the development of statewide network services (TP 1.1)	Phase I (Kearney, Grand Island, Omaha and Lincoln – October 1, 2003 implementation Phase II (Norfolk, North Platte, Panhandle) – January 31, 2004 implementation. (June 2004: The CAP held a planning session on March 31, which identified many administrative, operational, other issues to resolve. The outcome was a high level strategy for working with customers and managing a shared network. The CAP meets monthly to work on these issues.)
2. Provide technical assistance for aggregation and consolidation of networks (TP 2.2)	Technical assistance for the statewide network is being provided through the Collaborative Aggregation Partnership (CAP) group. (See below for status of efforts on statewide synchronous video.)
3. Support the Nebraska Network through the Network Policy Work Group (CC 3, EC 1.2, SGC 2.3)	The Interim Network Policy Work Group has met twice (August 1 and September 3). A customer information manual, customer agreements, and other steps are underway. A third meeting was held September 24. The next meeting has not been set. (June 2004: This group is inactive until CAP is further along in resolving the administrative and operational issues for managing a shared network.)
4. Determine statewide synchronous video network requirements (TP 2.2.1, EC 1.1)	The Statewide Synchronous Video Work Group has met five times (March 26, May 28, July 30, November 10, May 26). A comprehensive update was provided to the Public Service Commission on August 26, 2003 and a list of five first-round recommendations were presented to the Technical Panel on November 12 and the NITC on November 13. (May 2004: The IP Communication protocol has been approved and forwarded by the NITC, as was the Contracting Guidelines for Upgrade of Distance Learning. Several task groups [scheduling, funding, network inventory] are at work and making progress. The Video Standards Work Group was re-chartered by the Technical Panel and should have a draft standard recommendation ready by July 13, 2004. The Statewide Synchronous Video Network was

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	named by the Education Council as one of three strategic initiatives in the 2004-05 Statewide Technology Plan.)
5. Support the development of the Nebraska Telehealth Network (CC 2)	With support from the Bioterrorism Executive Committee, the Nebraska Hospital Association is including bioterrorism response in their next phase of planning. Discussions continue with the Public Service Commission and hub hospitals on the development of a telehealth network. (March 2004: Joint purchasing of video equipment by Nebraska hospitals is being organized. A workshop on billing for telehealth services is being planned for April.)
6. Address the need for sufficient rural bandwidth EC (1.2)	Educational delegates from rural areas are participating on the Interim Network Policy Work Group, the Statewide Synchronous Video Work Group, and at least one person from the Panhandle assisted with the evaluation of Phase2 Netcom bids. The Education Council is assisting in identifying "customers" and current Internet 1 demand. (May 2004: ESUs 10, 11, 15, 16 & 18 have joined Network Nebraska and discussions are underway with Wayne State College and Chadron State College on Tier II aggregation. Other K-12 and higher education entities have expressed interest. Network Nebraska was named by the Education Council as one of three strategic initiatives in the 2004-05 Statewide Technology Plan.)
Community and Economic Development	
1. Encourage and support community IT development (CC 1)	<ul style="list-style-type: none"> • An expanded Community IT Planning Workbook has been developed. • TANgents, a quarterly electronic newsletter from Technologies Across Nebraska, reaches nearly 1,500 individuals. • All eight communities participating in the first year of the IT Planning and Mini Grant program have completed their technology plans. Two communities – Edgar and Crawford – have received grants to begin implementing their plans. Other communities are offering training programs and developing Web sites. • Homer, Dakota City, Ord, Lexington, Maskell, and Adams County are conducting assessment activities through the 2003-2004 IT Planning and Mini-Grant program. Seward began participating in the program in March 2004. • A meeting of e-commerce training providers was held on April 19. The group has identified several ways to better coordinate the delivery of e-commerce programs and to better market these programs. A steering committee will be formed to begin implementing these activities.

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Efficient Delivery of Government and Educational Services	
1. Determine the business case for reinstatement of the Technology Training Grant Fund (EC 2.1)	The Education Council task group for EC2.1 has not been formed. (May 2004: The EC 2.1 Task Group was named at the November EC meeting and has convened e-mail discussions and face-to-face meetings. They plan to conduct an online technology training needs assessment and compile the results by 9/04.)
2. Support the Nebraska eLearning Initiative (EC 5.1)	The Nebraska eLearning Initiative has been named as one of the five project components of the Network Nebraska implementation. A project team has been named to pursue sources of grant funds. (5/04: The eLearning Initiative was named by the Education Council as one of three strategic initiatives in the 2004-05 Statewide Technology Plan.)
3. Assist in the development of value-added services for the Nebraska "Click into Education" portal (EC 5.2)	Of the three projects prioritized by the Education Council: Statewide admission form, searchable database of I.T. training opportunities, and searchable database of higher education courses and programs, progress is being made on each through the cooperation of Nebraska OnLine and the staff of the NITC. (May 2004: A working model of the web-based admission form was demonstrated at the EC March 19 meeting and a working model of the searchable database of degree programs was demonstrated at the May 21 meeting. The Education Council prescribed follow-up work on each project with high school, college, and Coordinating Commission personnel. The searchable database of I.T. training opportunities is nearing completion.)
4. Study and promote effective synchronous and asynchronous instructional methods (EC 6.1)	The Education Council task group to concentrate on this issue was named at the EC on September 19, 2003. The task group has been working through virtual means. (May 2004: No additional progress reported – action item will be discontinued for 2004-05)
5. Implement <i>E-Government Strategic Plan</i> (SGC 1.1)	Of the 26 specific "Actions and Recommendations" contained in the Plan, 15 have either been completed or progress is being made. The remaining 11 have yet to have significant progress made. (11/03: The new contract with NOL will address many items in the e-Government Strategic Plan. The annual e-Government Conference was held on November 18.) March 2004. Recent progress includes posting high volume forms on the Internet; 5 new interactive licensing applications since October 31 with 7 more in progress; 37 additional agencies registered to use the Public Meeting Calendar, and completion of the automatic e-mail notification feature of the Public Meeting Calendar. (June 2004: The State Records Board awarded three new grants to the CIO which will pay for 10 more interactive licenses or permits,

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	an upgrade to the business forms search function, and improvements to the public meeting calendar. NOL has an agreement with the Legislature's Executive Board to implement enhancements to the Legislative Bill tracking system. The State Government Council established a work group for developing a one-stop online business registration tool.)
6. Develop guidelines for electronic records retention (SGC 2.2)	The SGC created a work group, which drafted a best practices resource document for the retention of Lotus Notes e-mail and related documents.
7. Recommend technical standards, guidelines, best practices, and enterprise solutions (TP 2.1, SGC 2.1)	Recommendations completed for: E-fax Guideline; Wireless Local Area Network Guidelines; Remote Access Guidelines; Lotus Notes E-mail Retention Best Practices; and Directory Services Work Group Recommendations. Work is progressing on: Blocking E-mail Attachments Guideline; Blocking SPAM Guideline; and Internet .GOV Domain Naming Convention. A work group is reviewing the E-mail Standard for State Government; and IMServices is coordinating meeting with agencies to identify other areas, which will benefit from standards and guidelines. (11/03: Recommendations completed for blocking spam and e-mail attachments. Work is progressing on the directory services project.) (03/04: The e-mail work group has finished its recommendations. The State Government Council has adopted a strategy for enterprise architecture, shared services, and standards.) (June 2004: A proposed e-mail standard is in the review and comment period. On June 8, the State Government Council will meet with a team from NASCIO to begin work on the enterprise architecture.)
Planning and Accountability	
1. Improve planning process and project management (SGC 3.1)	Work not scheduled to begin until the 4th Quarter of 2003. (03/04. The SGC has revised the agency comprehensive information technology-planning document for the next biennium. A proposal for giving the NITC a more proactive role in identifying strategic IT initiatives is under consideration.) (June 2004. The Statewide Technology Plan will focus on the eight strategic initiatives that the NITC adopted in March. Agency Technology Plans and biennial budget requests will give agencies an opportunity to address the NITC strategic initiatives.)
2. Communicate with policymakers (SGC 3.2)	Ongoing. (11/03. Briefing for the Transportation and Telecommunications Committee was held on 11/13/03.) (03/04. Briefing held for the Appropriations Committee, other Senators, and legislative staff on 1/14/04.) (June 2004: On April 12, the NITC sponsored a news conference and exhibition on Network Nebraska. Over 200 educators, policy makers and others were invited to

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	attend.)
3. Develop and implement security policies (SGC 4.1)	Additional security policies drafted for Wireless Local Area Networks and Remote Access. (11/03. The NITC adopted these policies at its September meeting.) (03/04. Contract signed with Omni Tech for a second vulnerability scan in March.) (June 2004: The vulnerability scan is finished and results shared with technical staff in agencies. A meeting is set for June 10 to review the results with affected agencies.)
4. Conduct project reviews – statutory (TP 3.1)	None.
5. Conduct project reviews – other (TP 3.2)	None. (June 2004: The Technical Panel reviewed several grant requests for the State Records Board at its April meeting.)
6. Revise procedures for reviewing IT projects and purchases by state agencies (TP 3.3)	Work scheduled to begin during 3rd Quarter. (11/03. This will be part of the SGC's strategy for enterprise architecture.)

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May 26, 2004

To: NITC Commissioners
From: Anne Byers
Subject: Community Council Membership

The Community Council has four members up for renewal: Len Benson, Faith Regional Health System; Donna Hammack, St. Elizabeth Foundation; Max Thacker, UNMC; and Chris Anderson, City of Central City.

In addition, Carol Brandl, Telehealth Services Coordinator for BryanLGH, has been nominated to serve on the Community Council. She has been active on the Telehealth Subcommittee and has participated in meetings concerning Network Nebraska. Her biographical information is below:

Carol L. Brandl

Personal: Married with three grown children, and one grandchild. We have lived in Lincoln since mid January of 2004. I've been employed in the medical profession for my entire working career and working with some form of teleradiography and telemedicine since approximately 1995.

Employed by:

BryanLGH Medical Center East
Education Services Department
1600 South 48th
Lincoln, NE 68506
(402) 481-8406

Professional: Registered Radiologic Technologist currently working as the Telehealth Services Coordinator at BryanLGH Medical Center East to promote telehealth services throughout the state including education and telemedicine.

Prior to this position, I worked as the PACS administrator at Great Plains Regional Medical Center in North Platte, NE. in charge of the training, network, and overall maintenance of a wide area network with thirteen hospitals. We received radiographic images for interpretation by the radiologists at North Platte.

I have been an active member of the state Telehealth committee since it was formed and take part in several of the subcommittees of this group.

I believe that telehealth, in all forms, is important to the growth and development of the state. The services available are continuing to improve and it is exciting to be an active participant in the process.

Community Technology Fund Special Project Proposal

May 12, 2004

Project Name: Building Information Age Communities Planning Mini Grants Year 3

Sponsoring Entity: University of Nebraska Cooperative Extension in cooperation with Technologies Across Nebraska and the Nebraska Information Technology Commission Community Council

Amount Requested: \$20,000

Executive Summary

The University of Nebraska's Technologies Across Nebraska initiative, in partnership with the Nebraska Information Technology Commission's Community Council, is proposing an additional year of funding for the IT Planning and Mini Grant Program. The program assists communities and regional groups in conducting community information technology assessments and in developing technology plans to utilize information technology to enhance community and economic development. The Community IT Planning and Mini Grant program has energized local technology committees and focused their efforts. All of the 8 communities participating in year one of the IT Planning and Mini Grant program have completed technology plans and two have received grants totaling over \$400,000 to begin implementing their plans. Seven additional communities participating in year 2 of the program are in the process of conducting assessments and developing technology plans.

Funding the program for a third year will allow Technologies Across Nebraska to expand the program to eight additional communities or regional groups. The \$20,000 requested will provide the 8 community or regional groups participating in year two of the program with up to \$2,500 in funding for conducting community surveys or other planning related activities.

Project Description

The Community IT Planning and Mini Grant program provides assistance in conducting community or regional information technology assessments and in developing technology plans. Participating communities are encouraged to use the *Community IT Planning Workbook* to simplify the daunting task of conducting a community technology assessment and developing a technology plan. The workbook is available at <http://www.nitc.state.ne.us/toolkit/workbook/index.htm>. The workbook has received positive reviews from community leaders and leading community technology consultants in the United States. Assistance to communities is also provided by University of Nebraska Cooperative Extension Educators and by the project manager, Anne Byers.

The \$2,500 mini grants to communities serve two important purposes. First, it provides an incentive for communities to focus efforts on IT-related development. All of the participants in the first year of the program indicated that the availability of mini grant funding was the primary reason they applied to participate in the program. Secondly, the mini grant money provides the financial assistance needed to conduct an in-depth community assessments through community surveys or engineering studies. The data obtained from these assessments has enabled two communities to prepare success grant applications, resulting in approximately \$400,000 in funding. The communities of Crawford and Harrison focused initial efforts on the preparation of a grant application for the RUS Community Connect broadband program. On September 30, 2003, Crawford was awarded a \$153,328 grant from the USDA Rural Utilities Service to provide broadband and develop a community technology center. The Edgar technology committee used the results from their community assessment to prepare a Community Development Block Grant application to build a community center. With the award of \$250,000 grant in July, 2003, Edgar is now implementing a key component of their technology plan, The new Edgar community center will incorporate spaces for a multimedia center and an information technology learning center, including teleconferencing capability.

Funding the program for a third year will allow Technologies Across Nebraska and the NITC Community Council to build upon the lessons learned from year 1 and expand the program to eight additional communities or regional groups. The mini grant program will provide eight additional Nebraska communities or regional groups with up to \$2,500 in funding for conducting community assessments or other activities which support the development of community or regional plans to utilize information technology to enhance community and economic development.

Year 3 Project Goal:

Building leadership capacity in Nebraska's rural communities to address IT development.

Year 3 Project Activities and Timeline

June

- Form selection committee.
- Develop guidelines and application form.
- Publicize availability of the planning mini grants.
- Update toolkit materials based upon final evaluation of year one participants.

August, 2004

- Select and announce the 8 community or regional groups selected to participate in year 2 of the program.

September-October, 2004

- Hold an initial meeting with each participating community or regional group to introduce them to the Community IT Planning and Assessment Workbook and to begin the assessment process.

November, 2004 – September, 2005

- Work with communities to develop IT plans. Communities will be required to submit a written work plan and budget in order to receive mini planning grant funds.

Expected Outcomes, Project Deliverables, and Evaluation Data Collection

Project Outcome: Eight communities or regional groups will develop IT plans.

Quantitative Data Collection: The number of communities or regional groups participating in the planning process and the number of communities or regional groups completing IT plans will be reported.

Project Deliverable: Local IT plans and any materials developed will be made available on the Community IT Toolkit Web site.

Project Outcome: Development of additional toolkit materials and/or revisions to toolkit materials which can be used to help other communities.

Project Deliverable: A report summarizing the project and lessons learned will be written and made available from the Community IT Toolkit Web site. Any other materials developed or revised will be made available from the Community IT Toolkit Web site. In the project's final report, these materials will be listed with links to their location on the Web site.

Project Outcome: Community leaders will be better prepared to address IT-related community and development

Quantitative Data Collection: Community leaders will be asked to fill out a brief survey indicating their satisfaction with the process and how the process has impacted their ability to address IT-related development.

Qualitative Data Collection: Regional focus groups will be conducted to evaluate the strengths and weaknesses of the toolkit materials and the planning process and to solicit suggestions.

Project Deliverable: A report summarizing the project and lessons learned will be written and made available from the Community IT Toolkit Web site.

Project Outcome: Nebraska's communities will begin to utilize information technology in ways that enhance community and economic development.

This expected outcome will probably not be realized until after the one-year time limit of this grant. However, every effort will be made to follow-up with the communities to document the ways in which information technology is being used to enhance community and economic development.

Budget

\$20,000 for eight \$2,500 mini grants to community or regional groups.

**Nebraska Information Technology Commission
EDUCATION COUNCIL**

Membership Renewals/Replacements Effective July 1, 2004

<u>Name</u>	<u>Representing</u>	<u>Status</u>
<u>HIGHER EDUCATION</u>		
Arnold Bateman	UN System	Recommend Renewal
Dennis Linster	State College System	Recommend Renewal
Rob Manzer	Independent Colleges & Universities	Resigning due to relocation; Subsector seeking replacement
Jerry Moskus	Community College System	Recommend Mike Chipps, Mid-Plains Community College Area President

K-12 EDUCATION

Terry Haack	Administrators	Recommend Renewal
Jeff Johnson	Public Teachers	Recommend Renewal
Mike Pate	Boards of Education	Recommend Renewal
Alan Wibbels	Educational Service Units	Recommend Renewal

Recognition

Rob Manzer, Nebraska Wesleyan University	2002-04
Jerry Moskus, Metropolitan Community College	2003-04



NEBRASKA INFORMATION TECHNOLOGY COMMISSION

STANDARDS AND GUIDELINES

E-Mail Standard for State Government Agencies

Category	Groupware Architecture
Title	E-Mail Standard for State Government Agencies
Number	

Applicability	<p><input checked="" type="checkbox"/> State Government Agencies</p> <p><input type="checkbox"/> All..... Not Applicable</p> <p><input checked="" type="checkbox"/> Excluding: Higher Education; and agencies receiving an exemption pursuant to Section 4.2 Standard</p> <p><input type="checkbox"/> State Funded Entities - All entities receiving state funding for matters covered by this document..... Not Applicable</p> <p><input type="checkbox"/> Other: Not Applicable</p> <p>Definitions: Standard - Adherence is required. Certain exceptions and conditions may appear in this document, all other deviations from the standard require prior approval of <u>the Nebraska Information Technology Commission after review by the Technical Panel (see Section 4.2)</u>. Guideline - Adherence is voluntary.</p>
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Status	<input type="checkbox"/> Adopted <input checked="" type="checkbox"/> Draft <input type="checkbox"/> Other:_____
Dates	Date: (Draft) April 13, 2004 Date Adopted by NITC: Other:

1.0 Standard

1.1 E-mail Standard for State Government Agencies

The state will standardize on a unified e-mail system which provides agencies with the option of choosing a business-class e-mail product or a low-cost, basic e-mail product. These products are:

Unified E-mail System	Product
Business-Class E-mail	Lotus Notes
Basic E-mail	IBM/Lotus Workplace Messaging <ul style="list-style-type: none"> • Mail server hosted by IMServices • Supported user-interfaces to the Basic E-mail system are: <ul style="list-style-type: none"> ○ Web browser ○ Microsoft Outlook ○ Microsoft Outlook Express [A list of supported versions of these products is available at: http://www.nitc.state.ne.us/standards/]

1.2 E-mail Infrastructure

The e-mail infrastructure needs to provide for secure transmission of e-mail within state government and provide for a unified e-mail directory.

1.3 Timeline - Transition from the 1997 Standard

Date	Activity
June 3, 2004	NITC approval of this standard
June 2004	Pilot testing of Basic E-mail product
July 1, 2004	Begin transition to Unified E-mail System
January 1, 2006	Finish migration to Unified E-mail System for all agencies, excluding Higher Education and those agencies receiving an exemption under Section 4.2.

2.0 Purpose and Objectives

In 1997, the Information Resources Cabinet -- the predecessor of the Nebraska Information Technology Commission ("NITC") -- adopted the first electronic mail standard for Nebraska state government agencies. Section 1 of the standard states as follows:

"The state will standardize on four e-mail products from which agencies must select in order to take advantage of universal message switching and a central e-mail address directory. These products are:

- Internet Mail Products based on SMTP/MIME and IMAP4
- Lotus Notes/cc:Mail

- Microsoft Exchange
- OfficeVision (OV/VM and OV/400)”

That standard has remained unchanged since its adoption. Both the NITC and the State Government Council determined that this standard should be reviewed and recommendations made for possible revisions. A work group was formed to perform this review.

The work group, based on guidance from the State Government Council, established the following goals for this revised e-mail standard:

1. Provide for secure e-mail communications within state government.
2. Provide for regular, server-based backup of all state government e-mail, and assure that business recovery is possible.
3. Allow for gateway-based blocking of viruses and Spam.
4. Provide a unified e-mail directory for all state employees that provides information about the security of sending intra-agency e-mail communications.
5. Revise the standard to only include vendor-supported software.
6. Provide a low cost e-mail alternative.

This standard was developed to meet these goals. For more information, see the E-mail Work Group Report and Recommendations - February 2004. A link to the report is provided below in Section 6.

3.0 Definitions

3.1 Basic E-mail

“Basic E-mail” means a simple, low-cost, e-mail communication service. Features of Basic E-mail include: personal address book; personal calendar; spell check; the ability to create folders; the ability to send and receive attachments; secure transmission of mail within the Unified E-mail System; and access available through a Web browser. Per Section 1.1 above, the IBM/Lotus Workplace Messaging product, hosted by IMServices, is the approved Basic E-mail product for state government agencies.

3.2 Business-Class E-mail

“Business-Class E-mail” means a full-featured groupware application that includes e-mail communications functionality. In addition to the features available to Basic E-mail users, Business-Class E-mail includes the following features: shared calendars; group scheduling; workflow application integration; and database integration. Per Section 1.1 above, the Lotus Notes product is the approved Business-Class E-mail product for state government agencies.

3.3 Unified E-mail System

“Unified E-mail System” means the e-mail system for Nebraska state government agencies established by this document, including Business-Class E-mail and Basic E-mail. The implementation of the system will provide for secure transmission of e-mail between all users in the system; regular backup of e-mail; gateway-based blocking of viruses and Spam; and provide a unified e-mail directory.

4.0 Applicability

4.1 State Government Agencies

This standard applies to all state government agencies, except Higher Education and those agencies receiving an exemption under Section 4.2.

4.2 Exemption

Exemptions may be granted by the NITC upon request by an agency.

4.2.1 Exemption Process

Any agency may request an exemption from this standard by submitting a "Request for Exemption" to the NITC. Requests should state the reason for the exemption. Reasons for an exemption include, but are not limited to: statutory exclusion; federal government requirements; or financial hardship. Requests may be submitted to the Office of the CIO via e-mail (info@cio.state.ne.us) or letter (Office of the CIO, 521 S 14th Street, Suite 200, Lincoln, NE 68508). Requests will be considered by the NITC after review by the Technical Panel.

5.0 Responsibility

5.1 IMServices

IMServices will incorporate the needed hardware and software into their infrastructure to provide the following:

- Basic E-mail (support for Web mail via browser only, see Other)
- Directory for e-mail accounts
- Business/disaster recovery

5.2 Other

Agencies/entities utilizing an application, other than a supported Web browser, to access Basic E-mail accounts are responsible for installation and support of the application.

6.0 Related Documents

6.1 E-mail Work Group Report and Recommendations - February 2004

[link]